

**MINUTES  
CORRECTIONS STANDARDS AUTHORITY MEETING  
THURSDAY, JANUARY 13, 2011  
600 BERCUT DRIVE  
SACRAMENTO, CA 95811  
(916) 445-5073**

Meeting held at: Corrections Standards Authority, 660 Bercut Drive, Sacramento, CA 95811

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The meeting commenced at 1:10 p.m.

Secretary Matthew Cate welcomed the Board Members and public to the January 13, 2011 Corrections Standards Authority (CSA) meeting.

The Pledge of Allegiance was said.

Ms. Pargas called roll.

The following members were in attendance:

Secretary Cate	Mr. Prieto	Ms. Biondi	Ms. Mello
Mr. Kernan	Mr. Ingrassia	Ms. Epps	Ms. McBrayer
Ms. Silva	Ms. Campbell	Mr. Adams	

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**ABSENCE OF BOARD MEMBERS**

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Ms. Pargas announced that Ms. Minor, Mr. Baca, Ms. Bates, Ms. Arnold, and Dr. Silbert had prior commitments. There was a quorum.

Secretary Cate spoke of the realignment called for under the Governor's budget proposal. It is a comprehensive package including not only law enforcement and corrections but also health and human services functions and education. In light of this, this Board will be more important than ever as a link between state and local governments. All functions of the Board will be of paramount importance this year. He thanked all Board Members for being faithful to the Board, speaking their minds, and for caring so much about California and what they're doing. He called for vigilance and fair-mindedness at the CSA staff level and state and local government will rise to the challenge. He said the Board has been a joy to work with and that he is grateful to still be in his position.

## **CONSENT AGENDA ITEMS**

APPROVAL OF THE MINUTES OF THE NOVEMBER 18, 2010 MEETING

**(AGENDA ITEM A)**

AB 900 JAIL CONSTRUCTION FINANCING PROGRAM UPDATE

**(AGENDA ITEM B)**

MINIMUM STANDARDS FOR LOCAL DETENTION FACILITIES 2011 ADULT  
REGULATIONS REVISION PROCESS APPROVAL OF EXECUTIVE STEERING  
COMMITTEE

**(AGENDA ITEM C)**

MERCED COUNTY PROBATION – IRIS GARRETT JUVENILE JUSTICE COMPLEX

**(AGENDA ITEM D)**

Secretary Cate asked for a motion to accept the consent calendar agenda items A, B, C, and D.

**A motion to approve the Consent Calendar was made by Ms. McBrayer and  
seconded by Mr. Ingrassia. The motion carried.**

There was no public comment.

Ms. Penner arrived at 1:15.

Debbie Rives updated the Board on membership changes on the CSA Board and SACJJD Committee. David Paulson, former District Attorney for Solano County retired in December and resigned from his SACJJD committee position. Additionally, Ernest Crowder resigned from the CSA Board due to his board membership not being able to be addressed for confirmation prior to the transition of the new administration. Mr. Crowder has re-submitted his application for appointment to the Board with Governor Brown's office. She will be working with the new appointment's office staff once it is established and will update the Board on the progress with these vacancies.

## **DISCUSSION AGENDA ITEMS:**

AB 900 & SB 81 RED TEAM – UPDATE

**(AGENDA ITEM E)**

Bob Takeshta presented this item due to Stephen Amos not being able to attend. He called attention to Agenda Item B, in which Leslie Heller provided a detailed update of the status of AB 900 and SB 81 counties. On January 11, 2011, the city of Vacaville took action to amend their citing resolution to include the Peabody site which was approved. Based on their action on the 11<sup>th</sup>, CDCR has sent out the letter to Solano County advising them that the sites they have chosen are buildable which will allow the county to move forward with their project.

Additionally, they have met with four of the six SB 81 counties that received conditional funding in 2008. They will meet face to face with the last two, Tuolumne and Santa Cruz, in order to help facilitate their projects and any issues they are having.

On January 27, 2011 there will be an SB 81 agreements workshop at which the Department of General Services, Department of Finance, CDCR Legal, and CSA will participate on a panel to answer any questions and go over the agreements with the counties. This will be at the DGS auditorium.

There is a County Corrections Financing Advisory Committee, which is a high level group with members from the Chief Probation Officers of California and California State Sheriff's Association. They work as a think tank and are looking for creative financing options to help the counties increase their capacity. They will be meeting on a monthly basis and updates will be provided for the Board.

Secretary Cate noted that he was at the financing meeting which was initially put together at the request of Sheriff Brown from Santa Barbara County and former Sheriff Curtis Hill from San Benito County. They were frustrated with AB 900 because they wanted to build jails and were interested in re-entry but were having trouble getting the 25% match and figuring out how to address some of the issues associated with putting together their operating budgets. They asked the state to partner with them to explore financing options for the counties, which is the purpose of this group.

Secretary Cate added that the first meeting went well. Private sector groups were heard from regarding private partnerships. Ways to streamline SB 81 and AB 900 were of interest to everyone. Any changes to an RFP would have to go through the Board. He doesn't believe that anybody is contemplating changes to Phase 1 but these would be changes to Phase 2 for AB 900.

Mr. Takeshta updated the group on the issue with Chief Powers which was discussed at the November 18, 2010 CSA Board Meeting. His understanding is that the concept of approving landscaping has been agreed to. However there are some parameters that need to be set around that. The Red Team has been on holiday break so their next meeting will be on January 18, 2011. He will bring that up at that time and will report back.

Mr. Davis noted that Chief Powers had also inquired into using attorney fees as part of the match but that there is no way to reasonably interpret outside counsel fees as part of the match.

Ms. McBrayer thanked everyone for listening to the concerns of the chiefs and making concessions.

Ms. Biondi asked if the Red Team is advisory to CSA or if they are empowered to make decisions.

Mr. Takeshta answered that it is a collective decision and that everything is run through Secretary Cate and ultimately through the Governor's office.

There was no public comment.

**SB 81 LOCAL YOUTHFUL OFFENDER REHABILITATIVE FACILITIES CONSTRUCTION FINANCING PROGRAM – MATCH REDUCTION (AGENDA ITEM F)**

This agenda item was presented by Charlene Aboytes. This agenda item pertained to the SB 81 Local Youthful Offender Rehabilitative Facilities Construction Financing Program. In order to assure consistency and equity between the SB 81 and the AB 900 construction programs, staff requested approval of a reduction in the overall match and a reduction in cash match as may be applicable for conditionally awarded counties, provided a reduction can be accomplished without a change in project scope or increase in state dollars, and keeping within the minimum prescribed match percentages already established for this process.

The Request for Proposals for the SB 81 construction program was released to the field on July 15, 2008 with a due date back to the Corrections Standards Authority (CSA) on January 6, 2009. Among other requirements, the Request for Proposals, legislation and subsequent Title 15 regulations, stipulated that counties must provide a minimum of 25% of the total project costs in matching funds. Small counties were able to request a lower level of matching funds. The Request for Proposals and regulations require that of that 25% match, large counties must provide a minimum of 10% in cash match, while medium and small counties must provide a minimum of 5% in cash match.

As was approved for the AB 900 counties in May 2010, this agenda item will allow conditionally awarded counties that are overmatched beyond the 25% minimum match requirement to reduce their overall match contribution, which is cash match plus in-kind match, to within the minimum allowances as may be applicable. There are eight counties that were conditionally awarded SB 81 financing that show match figures beyond the legislated 25% minimum match requirement. These counties were Alameda, Los Angeles, Merced, Monterey, Santa Clara, Santa Cruz, Stanislaus, and Tuolumne. In the event that actual project costs are lower than they were anticipated to be two years ago when these counties submitted their proposals, reducing their overall match could be very helpful. This Board action may allow some counties to obtain a greater amount of their award while decreasing their match contribution to the minimums required while staying within their project scope. Otherwise, the state and county would share pro-rata any project savings based on the county's originally committed match percentages.

The remaining counties that are not overmatched beyond the 25% minimum may be able to benefit from a reduction in their originally proposed cash match percentage as was done for the AB 900 counties in July 2010. This would be done while still maintaining the original project scope and meeting the legislated 25% minimum match where applicable. In line with the Board's previous action, counties would still be held to the minimums established in the Request for Proposals and subsequent regulations; a minimum of 10% in cash match for large counties, and a minimum 5% in cash match for small and medium counties.

CSA staff will work with each county individually to review their budgets as it relates to this agenda item.

Staff recommended the Board reduce the overall match amount for any eligible counties, as may be applicable, to the minimum 25% match requirement. Staff also recommended the Board allow a reduction in the cash match amount for any eligible county as may be applicable and within the established minimums of 10% for large counties and 5% for small and medium counties, as dictated in Welfare and Institutions Code and regulations.

Ms. McBrayer asked how the match amounts would be changed without changing the scope of the project.

Ms. Aboytes answered that in many cases bids are coming in much lower than the original estimates, which is where the counties can save on their match.

Secretary Cate responded that state projects are coming in approximately 30% less than engineer's original estimates.

Ms. Aboytes noted that they would be working with each individual county and their specific needs to determine if this is applicable for their situation.

Secretary Cate requested a motion to approve the staff recommendations.

**A motion to approve the staff recommendations was made by Ms. Biondi and seconded by Ms. Penner. The motion carried.**

There was no public comment.

#### YOUTHFUL OFFENDER BLOCK GRANT: FIRST YEAR OUTCOMES

#### **(AGENDA ITEM G)**

This agenda item was presented by Kimberly Bushard. This informational item was included to inform the Corrections Standards Authority (CSA) Board about the expenditure and outcome data compiled during the first year of data collection for the Youthful Offender Block Grant (YOBG) program.

On July 28, 2009, the Governor signed into law Senate Bill X4 13. This legislation changed the YOBG Program to require, among other things, county submission of Performance Outcomes and Actual Expenditure Reports by October 1<sup>st</sup> of each year. October 1, 2010, was the first time these reports were required. CSA worked with each county to ensure successful implementation of this new requirement. As a result of the time and effort counties put into these reports, CSA is now able to generate data for the YOBG program.

2009-10 YOBG data are still being compiled but CSA staff were able to present to the Board preliminary data on the types of programs YOBG expenditures supported, the number and types of youth served, various per capita costs, and the outcomes achieved for a sample of youth. A full accounting of the data will be included in the report that CSA is required to submit to the Legislature by March 15<sup>th</sup> of this year. Once that report has been made public, a posting of the data will also be included on CSA's website.

Board Members discussed the data presented and thanked staff for their hard work.

There was no public comment.

**PROBATION AND COURT-BASED ALTERNATIVES: RELEASE OF REQUEST FOR PROPOSALS (AGENDA ITEM H)**

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This agenda item was presented by Oscar Villegas. It requested Board approval to release a Request for Proposals (RFP) titled the Probation and Court-Based Alternatives Project, which includes a total of \$1.5 million in Federal Title II funds. This RFP which was initiated by the State Advisory Committee on Juvenile Justice and Delinquency Prevention, was approved on January 12, 2011 by the State Committee's Executive Subcommittee.

Recent studies have shown that many youth being held in secure detention settings are being held for technical probation violations and other court-related matters. Despite being held in secure detention settings, studies show that many of these youth may not actually pose a public safety threat.

As a result, in August of 2010, the State Advisory Committee, which oversees CSA's implementation of the Title II funds, set aside a total of \$1.5 million to support a competitive RFP for counties to address this issue. The goal would be to support county probation departments implementing strategies that reduce the number of non-violent youth being placed into secure detention for violations of probation, failures to appear, and bench warrants. Then in October 2010, the State Advisory Committee appointed one of its members, Mr. Winston Peters, to chair an Executive Steering Committee (ESC) to oversee the development of an RFP in support of this goal. Six other subject matter experts within the juvenile justice system joined Mr. Peters on this ESC, and in November and December of 2010 met to draft the RFP.

These grant funds, as part of this pilot project, are intended to support counties that may have already implemented certain strategies but wish to further address their local needs, as well as those counties that are for the first time considering system changes.

The RFP is intended to focus on youth up to the age of 18. Counties will be allowed to request up to a maximum of \$300,000, and not \$500,000 as originally recommended by the ESC. The Executive Subcommittee felt that by reducing the maximum allowable more counties could be funded, and they felt that start-up issues for a one-year pilot could be minimized.

Additionally, only county probation departments are eligible to apply, and each must have the Presiding Juvenile Court Judge identified as a collaborative partner.

Staff anticipated releasing the RFP on Tuesday, January 18, 2011, and being back before the Board in May with funding recommendations.

Staff recommended the Board approve the release of the Probation and Court-Based Alternative Project RFP as recommended by the Executive Steering Committee and the State Advisory

Committee on Juvenile Justice and Delinquency Prevention.

Ms. McBrayer thanked staff for working on this and putting it together. This originally came from the DMC committee who is trying to work with probation departments for a system change and looking at policy and how officers are trained. They are also allowing the counties to decide for themselves what needs to be done in their county to reduce the numbers.

Ms. Penner noted that this is a great RFP and could be beneficial to replicate in the adult world for failures to appear and bench warrants.

Ms. Biondi asked if the changes suggested at the SACJJDP meeting had been made.

Ms. McBrayer responded that the changes had been made to reduce the amount from \$500,000 to \$300,000 and to include kids through the age of 18.

Secretary Cate requested a motion to approve the release of the RFP.

**A motion to approve the release of the RFP was made by Mr. Kernan and seconded by Mr. Prieto. The motion carried.**

Ms. McBrayer abstained from the vote.

Secretary Cate thanked the ESC and staff for all their work in getting this RFP ready.

There was no public comment.

**JUVENILE ACCOUNTABILITY BLOCK GRANT: EXECUTIVE STEERING COMMITTEE AND TIMELINE FOR EVIDENCE BASED PRACTICES PROJECT (AGENDA ITEM I)**

This agenda item was presented by Colleen Stoner. It is an action item requesting Board approval on several related issues as recommended by the Executive Subcommittee of the State Advisory Committee on Juvenile Justice and Delinquency Prevention.

The Corrections Standards Authority is the Designated State Administrative (DSA) agency for the federal funds that include: the Title II Formula Block Grant Program, Title V Community Prevention Grant Program, and the JABG program.

The State Advisory Committee on Juvenile Justice and Delinquency Prevention aligned these three federal programs to support California's Title II Three-year Plan. In this plan they identified five priority areas on which to focus federal efforts; Alternatives to Detention, Disproportionate Minority Contact, Evidence Based Practices, Restorative Justice and Holistic Approaches to Offender Counsel.

The proposed JABG funds addressed in this agenda item would be used to further develop the Evidence Based Practices or (EBP) priority area. Approximately \$1.8 million in discretionary and set-aside JABG funding is available to be used for this purpose.

California receives approximately \$4.4 million annually in JABG funding. 75% of the funding is directly allocated to recipients as determined by OJJDP based on crime statistics. 5% of the funding is categorized as administrative and 20% is designated as set aside or discretionary funding. This discretionary and set-aside funding is to serve JABG eligible recipients who have not received a direct allocation and/or to promote a statewide initiative.

In August 2009, CSA launched a three year statewide initiative with JABG set aside discretionary funding to promote the use of evidence based practices. This project is called the Best Practices Approach Initiative (BPAI). One component of this project included selecting three probation departments and their community justice partners to receive two years of intensive on the ground technical assistance to implement evidence based practices through a system change approach involving their justice partners. Sixteen probation departments and their juvenile justice partners applied for this technical assistance. Although only three were selected, all of the applicants who competed in the process expressed a need for additional EBP support and a hope for opportunities to receive EBP funding in the future.

Given the current local needs and interests related to EBP and the timelines associated with the expiration of this JABG funding, it makes sense to utilize the efforts and momentum already developed through the BPAI project to further support EBP in corrections. The BPAI Executive Steering Committee completed a great deal of the work involved in identifying the services and supports that are needed by the probation departments that are ready to implement EBP system changes. This information could be used as a foundation to expedite the development the proposed RFP and is consistent with the needs and the direction of the field.

The proposed funding would be used to support probation departments or similar organizations that are prepared to participate in a two year system change approach in implementing or expanding the use of EBP within their local juvenile justice community. By continuing to support local juvenile justice communities in the system change needed to implement evidence base practices, we are carrying forward a priority focus area identified by State Advisory Committee and are meeting the requirements for the use of the set aside and discretionary funds.

Depending upon the system change needs of individual probation departments and their juvenile justice partners that are selected for this project, the proposed funding could be directed at the following services and supports: organizational development aimed at system change and culture shift, training of staff, implementation or enhancement of evidence based and/or research based programs, implementation or enhancement of risk-need assessment tools, development of case management systems, development or enhancement of data collection, development or enhancement of quality assurance activities, and evaluation

CSA Board Members, Adele Arnold and Eleanor Silva have indicated a willingness to serve as co-chairs for the proposed ESC currently before the board for consideration. As past co chairs for the BPAI project their previous knowledge and leadership will be very valuable and promote an effective and efficient RFP process. They have indicated that as co-chairs they will work with staff in naming additional ESC members who have local subject matter expertise on issues related to juvenile delinquency and evidence based practices.



CSA staff recommended the Board authorize an ESC to oversee the development of a RFP that would utilize approximately \$1.8 million in JABG funding. Staff also requested the Board appoint Eleanor Silva and Adele Arnold as co-chairs of this ESC and direct staff in consultation with the appointed chairs to appoint members of the ESC who are local subject matter experts on issues related to juvenile delinquency and evidence based practices. Lastly, staff recommended the Board approve the activities and tentative timeline associated with the RFP process.

Ms. McBrayer thanked staff and noted that this is an aggressive timeline and thanked the co-chairs for volunteering. She reiterated that this is part of SACJJDP's effort for system reform. They want to support the system in order to obtain better outcomes for youth.

Ms. Silva would like to broaden the RFP in order to allow agencies such as DJJ to compete.

Ms. McBrayer would like to make a recommendation to the ESC to consider DJJ and/or probation.

Ms. Stoner noted that they will make sure to put that up for consideration.

Secretary Cate asked for a motion to approve staff recommendations.

**A motion to approve the staff recommendations was made by Ms. McBrayer and seconded by Mr. Prieto. The motion carried.**

There was no public

**PUBLIC COMMENT** **(AGENDA ITEM J)**

Secretary Cate asked if there was any public comment. There was none.

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**Next meeting: Thursday, March 10, 2011 at 1:00 p.m. in Sacramento, CA.**

Meeting adjourned at 2:30 p.m.

Respectfully submitted,

*Originally signed by*

ROSA PARGAS  
Secretary  
Corrections Standards Authority

**ROSTER OF PERSONS IN ATTENDANCE**

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**CSA Board Members**

Mr. Cate, Secretary, CDCR  
Mr. Kernan, Undersecretary, CDCR  
Ms. Silva, Administrator, Juvenile Justice, CDCR  
Ms. Minor, Chief, Division of Adult Programs, CDCR  
Ms. Bates, Orange County Board of Supervisors  
Ms. Penner, Fresno County Probation Department  
Ms. Arnold, Tuolumne County Probation Department  
Mr. Ingrassia, San Diego County Sheriff's Department  
Ms. Biondi, Public Member  
Ms. Epps, San Bernardino County Probation  
Mr. Adams, Yuba County Sheriff's Department  
Mr. Crowder, Parole Agent, CDCR  
Ms. Mello, Correctional Officer, CDCR  
Ms. McBrayer, The Children's Initiative

**CSA Staff**

Debbie A. Rives, Executive Director (A)  
Rosa Pargas, Secretary  
Robert Takeshta, Deputy Director, CFC  
Marlon Yarber, Deputy Director, CPP  
Gary Wion, Deputy Director, FSO  
Evonne Garner, Deputy Director (A), STC  
Steve Keithley, Field Representative, FSO  
Leslie Heller, Field Representative, CFC  
Charlene Aboytes, Field Representative, CFC  
Kimberly Bushard, Field Representative, CPP  
Oscar Villegas, Field Representative, CPP  
Colleen Stoner, Field Representative, CPP  
Shaline Hunter, Field Representative, CPP  
Mike Davis, Attorney, CDCR Legal